Division of Waste Management and Radiation Control

USED OIL TRANSFER FACILITY PERMIT

Permittee:	**Thomas West Fuels, Lubricants and Chemicals, LLC (dba Pilot Thomas Logistics)**
Permittee Mailing Address:	4005 NW Expressway Oklahoma City, OK 73116
Permittee Phone Number:	(817) 877-8680
Permittee Contact:	Bryan Christian, Environmental Compliance Mgr. (304) 550-1724 – cell Email: bryan.christian@pilotthomas.com
Facility Address:	352 West 100 North Price, UT 84501
Facility Contact:	Bryan Christian, Environmental Compliance Mgr. (304) 550-1724 – cell Email: bryan.christian@pilotthomas.com
Type of Permit:	**Used Oil Transfer Facility Permit**
Permit #:	**UOP-00XXX**
EPA ID #:	UTD035338169

Signature:_____ Date: _____

Scott T. Anderson, Director
Division of Waste Management and Radiation Control

I.A. Effect of Permit

I.A.1. Thomas West Fuels, Lubricants and Chemicals, LLC (dba Pilot Thomas Logistics) (hereafter referred to as "the Permittee") is hereby authorized to operate a Used Oil Transfer Facility located at 352 West 100 North, Price, UT 84501, in accordance with all applicable requirements of R315-15 of the Utah Administrative Code (UAC) and the Used Oil Management Act (the Act) 19-6-701 et. seq., Utah Code Annotated and this permit.

I.A.2. This Permit shall be effective for a term not to exceed ten years in accordance with the requirements of R315-15-15 of the Utah Administrative Code. This Permit shall be reviewed by the Director five years after the Permit's effective date of issuance or when the Director determines that the Permit requires review.

I.A.3 Attachments incorporated by reference are enforceable conditions of this permit, as are documents incorporated by reference into the attachments. Language in this permit supersedes any conflicting language in the attachments or documents incorporated into the attachments.

I.B. Permit Revocation

I.B.1. Violation of any permit condition or failure to comply with any provision of the applicable statutes and rules shall be grounds for enforcement actions, including revocation of this Permit. The Director shall notify the Permittee in writing of his intent to revoke this Permit.

I.C. Permit Modification

I.C.1. The Permittee may request modifications to any item or activity covered by this Permit by submitting a written permit modification request to the Director. If the Director determines the modification request is substantive, a public hearing, a 15-day public comment period, or both may be required before a decision by the Director on the modification request. Implementing a substantive modification prior to the Director's written approval constitutes a violation of the Permit and may be grounds for enforcement action or permit revocation.

I.C.2. The Director may modify this Permit as necessary to protect human health and the environment, because of statutory or regulatory changes or because of operational changes affecting this Permit.

I.D. Spill Prevention, Emergency Controls, and Maintenance

I.D.1. The Permittee shall maintain and operate the transfer facility, including all used oil transportation vehicles, storage units, containers and tanks and associated equipment to minimize the possibility of fire, explosion or sudden or non-sudden release of used oil to air, ground, soil, surface and groundwater and sewer systems.

I.D.2 The Permittee shall inspect and maintain used oil equipment, tanks, containers, storage units and transportation vessels on a weekly basis to ensure compliance with this section.

I.D.3 Secondary containment is required for containers and tanks, including any piping connections and valves, in accordance with R315-15-4.6(d) Utah Administrative Code.

I.D.4 In the event of a release of used oil, the Permittee shall comply with the Emergency Controls and reporting requirements specified in R315-15-9 Utah Administrative Code and the Permittee's Emergency Spill Plan (Attachment 3).

I.D.5. It shall not constitute a defense for the Permittee in an enforcement action that it would have been necessary to halt or reduce the Permittee business activity in order to maintain compliance with the conditions of this permit and Attachments.

I.D.6 The Permittee is subject to all applicable Spill Prevention, Control and Countermeasures as defined in 40 CFR 112.

I.E. Record Retention

I.E.1. The Permittee shall maintain all applicable used oil records required by R315-15 of the Utah Administrative Code and this Permit at the Permitee's transfer facility located at 352 West 100 North, Price, UT 84501.

I.E.2. All records shall be readily accessible for inspection by representatives of the Director. Records may be in a hard copy or electronic format. Records shall be maintained for a minimum of three years.

I.F. Tracking

I.F.1. The Permittee shall keep documentation of each used oil load received, transferred and delivered to verify storage periods.

I.F.2. The Permittee shall document the permitted transporter's name, address, EPA identification number, the name of the receiving entities, date and time of acceptance and signatures of both the transporter and authorized representative of the used oil transfer facility.

I.F.3. The Permittee shall document the permitted receiving transfer facility's, burner's, processor's or other transporter's name and signature (dated upon receipt), address and EPA identification number.

I.G. Sampling and Analyses

I.G.1. The Permittee shall follow all sampling and analytical procedures in Condition II.D., Used Oil Sampling and Analytical Procedures, when conducting used oil sampling and

analytical testing to meet the requirements of R315-15 of the Utah Administrative Code and this Permit.

I.H. Prohibited Waste

I.H.1. Used oil that has been mixed with hazardous waste as defined by R315-1 and R315-2 of the Utah Administrative Code or PCBs as defined by R315-301-2(53) of the Utah Administrative Code shall no longer be managed as used oil and shall be subject to applicable hazardous waste and PCB-contaminated waste rules.

I.H.2. Used oil shall not be stored in tanks, containers or storage units that previously stored hazardous waste unless these tanks, containers and storage units have been cleaned in accordance with R315-2-7 of the Utah Administrative Code.

I.H.3. The Permittee shall not place, manage, discard or otherwise dispose of used oil in any manner specified in R315-15-1.3 of the Utah Administrative Code.

I.I. Waste Characterization and Disposal

I.I.1. The Permittee shall properly characterize used oil related wastes to determine if the wastes are hazardous or non-hazardous in accordance with R315-15-8 of the Utah Administrative Code. All wastes generated during used oil operations shall be handled in accordance with this Permit and R315-15 of the Utah Administrative Code. The wastes shall be taken to an appropriate facility permitted to handle the type of waste generated.

I.I.2. The Permittee shall document and maintain records showing proper characterization, handling and disposal for used oil related wastes (e.g., oily rags), spill cleanup and oily wastewater.

I.J. Used Oil Storage

I.J.1. The Permittee shall not store used oil longer than 35 days without first obtaining a processor permit for that storage location. This includes storing used oil in vehicles at loading and unloading docks and parking areas.

I.J.2. The Permittee shall have secondary containment for all storage units, containers, tanks, transportation vehicles and associated piping in accordance with R315-15-4.6 of the Utah Administrative Code.

I.J.3. The Permittee shall not store used oil in units other than tanks, containers or units subject to regulations under R315-265 or R315-264 of the Utah Administrative Code.

I.J.4 The Permittee shall label all used oil containers and tanks, and associated piping with the words **"USED OIL."**

I.K. Liability and Financial Requirements

I.K.1. The Permittee shall procure and maintain general liability and sudden used oil third-party environmental pollution liability coverage for the Permittee's operations as required by R315-15-10 of the Utah Administrative Code.

I.K.2. The Permittee shall provide documentation of financial responsibility, environmental pollution legal liability and general liability coverage annually to the Director for review and approval by March 1 of each reporting year or upon request by the Director.

I.K.3. The Permittee shall notify the Director immediately of any changes to the extent and type of liability coverage in accordance with R315-15-10 of the Utah Administrative Code.

I.L. Used Oil Handler Certificate

I.L.1. In accordance with R315-15-4 of the Utah Administrative Code, the Permittee shall not operate as a used oil transfer facility without obtaining annually a Used Oil Handler Certificate from the Director. The Permittee shall pay a used oil handler fee, pursuant to Utah Code 63J-1-504, by December 31 of each calendar year to receive certification for the upcoming calendar year.

I.M. Inspection and Inspection Access

I.M.1. Any duly authorized employee of the Director may, at any reasonable time and upon presentation of credentials, have access to and the right to copy any records relating to used oil and to inspect, audit or sample. The employee may also make record of the inspection by photographic, electronic, audio, video or any other reasonable means to determine compliance.

I.M.2. The authorized employees may collect soil, groundwater or surface water samples to evaluate the Permittee's compliance.

I.M.3. Failure to allow reasonable access to the property by an authorized employee may constitute "denial of access" and may be grounds for enforcement action or permit revocation.

I.N. Annual Report

I.N.1. As required by R315-15-13.4 of the Utah Administrative Code, the Permittee shall prepare and submit an Annual Report to the Director by March 1 of the following year. Form UO 004 (Annual Report for Used Oil Transfer Facilities) describing the Permittee's used oil activities in Utah. The Annual Report shall also include all financial assurance documentation required by Form UO 004.

I.O. Other Laws

I.O.1 Nothing in this Permit shall be construed to relieve the Permittee of his obligation to comply with any Federal, State or local law.

I.P. Enforceability

I.P.1. Violations documented through the enforcement process pursuant to Utah Code Annotated 19-6-112 may result in penalties in accordance with R315-102 of the Utah Administrative Code.

I.Q. Effective Date

I.Q.1. The permit is effective on the date of signature by the Director.

II.A. Used Oil Transfer Facility Operations

II.A.1. The Permittee is authorized to store 5,150 gallons of used oil for up to 35 days without obtaining a processor permit. The Permittee may deliver the used oil to another permitted transporter, transfer facility, processor and re-refiners or used oil burners in accordance with R315-15-4 of the Utah Administrative Code.

II.A.2. Used oil recovered from oily water shall be managed as used oil in accordance with R315-15 of the Utah Administrative Code and this Permit.

II.A.3. The Permittee shall not store used oil with PCB concentrations greater than or equal to 50 mg/kg (ppm) unless the Permittee complies with TSCA regulations 40 CFR 761.

II.B. Used Oil Storage

The used oil will be stored in two aboveground steel tanks located in the warehouse and temporary containers on the loading pad in the manner described in Attachments 1 and 2. The two tanks are located in the warehouse and have a capacity of 2,000 gallons and 1,500 gallons, respectively.

II.C. Used Oil Loading and Unloading Requirements

II.C.1. The Permittee shall secure the vehicle by positioning wheel chocks and applying the emergency brakes before loading or unloading used oil from transportation vehicles.

II.C.2. The Permittee shall inspect all used oil collection equipment (e.g., vehicles, tanks, and associated pumping equipment) for any damage prior to use.

II.C.3. The Permittee shall place buckets or other containers under piping connections to collect drips of used oil during loading and unloading operations.

II.C.4. The Permittee shall ensure the amount of used oil to be loaded will not exceed the current capacity. The Permittee shall utilize a calibrated gauging instrument.

II.C.5. The Permittee is not authorized to transfer to a railcar unless this Permit is modified with the information required by R315-15-13.4(a)(16) of the Utah Administrative Code.

II.C.6. During loading and unloading operations, two trained operators shall remain at the transfer location and maintain control of the operations throughout the entire used oil transfer.

II.D. Used Oil Sampling and Analytical Procedures

II.D.1.a. The Permittee shall verify that the used oil has been screened for halogens prior to accepting the used oil at the transfer facility. The Permittee shall collect a representative sample using ASTM D7831-13 and screen the used oil for halogens using a CLOR-D-TECT® kit or a Utah-certified laboratory or supply documentation of prior screening meeting these criteria.

II.D.1.b. Except as exempted by Condition II.D.2, bulk used oil vehicle loads shall be sampled and tested in this manner upon receipt by the transfer facility irrespective of whether the used oil had been tested before.

II.D.2. **On-specification Used Oil Acceptance**

II.D.2.a. Used oil determined to be on-specification by a Utah-registered marketer can be collected and transported without further testing. Bills of Lading or used oil transportation records shall include copies of the analytical results for reference.

II.D.3. **Bulk and Drum Sample Collection Requirements**

II.D.3.a. If the halogen content is not documented, the Permittee shall collect a representative sample from tanks, totes, drums or other containers to determine the halogen content. Sampling personnel shall be trained on appropriate sampling methods for each type of container and matrix.

II.D.3.b. Samples collected from bulk oil containers greater than 55 gallons shall be individual samples, not composite samples.

II.D.3.c. A representative composite sample may be collected from individual drums or containers containing used oil from the same source. A representative composite sample may consist of not more than four drums/containers or 220 gallons, whichever is less, per composite sample. The individual samples shall be taken and consolidated into one representative composite sample and tested.

II.D.3.d. Drums or containers of used oil from different sources or processes shall be sampled individually.

II.D.4. **Halogen Field Screening Methods**

II.D.4.a. Prior to accepting used oil or oily water subject to R315-15 of the Utah Administrative Code from a used oil transporter, the Permittee will screen the used oil in accordance with the following:

II.D.4.a.i. CLOR-D-TECT® halogen test kit (EPA Method 9077) for oil containing less than 20% water; or

II.D.4.a.ii. HYDROCLOR-Q® test kit if the oil contains between 20 and 70% water using the following conversion formula:

True Halogen Concentration = Reading Syringe + [(10 + ml oil in sample)/10]

Example: sample contains 6 ml water and 4 ml oil (60% water) and the syringe reading is 2,000 ppm, then the true concentration is:

2,000 ppm [(10 ml + 4 ml)/10] = 2,800 ppm

II.D.4.a.iii HYDROCLOR-Q test kit without correction for oil containing greater than 70% water.

II.D.4.b. The Permittee shall document on acceptance records the screening results to determine if the total halogens concentration of the incoming used oil is less than 1,000 ppm.

II.D.4.c. Results of all halogen field screening shall be recorded on the shipping document such as a bill of lading and initialed by the sampler.

II.D.4.d. The requirement for a quality control sample (duplicate) may be satisfied by testing prior to off-loading from permitted vehicles in accordance with the CLOR-D-TECT® kits (Method 9077 of SW846) and is not required for each load collected.

II.D.5. **Halogen Laboratory Analytical Methods**

II.D.5.a When relying on laboratory testing, the Permittee shall submit a representative used oil sample to a Utah-certified laboratory to analyze for total halogen concentrations using Method 9076 or other equivalent method approved by the Director.

II.D.6. **PCB Contaminated Used Oil**

II.D.6.a. The Permittee shall not accept used oil with PCB concentrations greater than or equal to 50 mg/kg. Used oils containing PCB concentrations greater than or equal to 50 mg/kg are subject to TSCA regulations 40 CFR 761. Used oils containing PCB concentrations greater than or equal to 2 mg/kg but less than 50 mg/kg are subject to both R315-15 of the Utah Administrative Code and 40 CFR 761.

II.D.6.b The Pemittee shall obtain analytical results of dielectric oil used in transformers and other high voltage devices, verifying the PCB concentrations are less than 50 mg/kg prior to loading the used oil into the transportation vehicle.

II.D.6.c The Permittee shall determine the PCB concentration of other used oils not specified in Condition II.D.6.b through written certification from the generator or laboratory testing.

II.D.6.c. Used oil shall not be diluted to avoid any provision of any federal or state environmental rules.

II.D.6.d. If PCB concentrations greater than 2 mg/kg have been transported, the Permittee shall assume that all subsequent loads of used oil are contaminated with PCBs and has a quantifiable PCB concentrations of 2 mg/kg or greater unless the equipment has been decontaminated as described in 40 CFR761 Subpart S.

II.E. Rebuttable Presumption

II.E.1. Used oil with total halogen concentrations greater than 1,000 mg/kg is presumed to have been mixed with a hazardous waste and shall be managed as a hazardous waste unless the Permittee successfully rebuts the presumption.

II.E.2. The Permittee may rebut the hazardous waste presumption in accordance with R315-15-4.5 of the Utah Administrative Code if the Permittee can demonstrate that the used oil does not contain significant concentrations of any of the halogenated hazardous

constituents listed in Appendix VIII of EPA CFR 40, Part 261 which includes volatiles, semi-volatiles, PCBs, pesticides, herbicides and dioxin/furans.

Table II.D: PCB Sample Preparation and Analytical Methods

Sample Preparation	Analytical Procedure	Analytes	
		PCB CAS RN	***PCB Aroclor***
3580A	• PCB Analytical Method-8082A® • Analyses of the Aroclors® bolded in the last column are mandatory. • Additional Aroclors® should be analyzed the oil typically contained that Aroclor®.	**12674-11-2**	**1016**
		147601-87-4	1210
		151820-27-8	1216
		11104-28-2	**1221**
		37234-40-5	1231
		11I4I-I6-5	**1232**
		71328-89-7	1240
		53469-21-9	**1242**
		12672-29-6	**1248**
		165245-51-2	1250
		89577-78-6	1252
		11097-69-1	**1254**
		11096-82-5	**1260**
		37324-23-5	1262
		11100-14-4	1268

II.E.3. If the additional testing shows that used oil has been mixed with a listed hazardous waste listed in R315-50-10 of the Utah Administrative Code, which incorporates by reference 40 CFR 261 Appendix VIII, the mixture is subject to regulation as a hazardous waste regardless of the level of halogenated constituents.

II.E.4. The rebuttable presumption does not apply to metalworking oils/fluids containing chlorinated paraffins if they are processed through a tolling arrangement as described in R315-15-2.5(c) of the Utah Administrative Code to reclaim metalworking oils/fluids. The rebuttable presumption does apply to metalworking oils/fluids if such oils/fluids are recycled in any other manner or disposed.

II.E.5. The rebuttable presumption does not apply to used oils contaminated with chlorofluorocarbons (CFCs) removed from refrigeration units if the CFCs are destined for reclamation. The rebuttable presumption does apply to used oils contaminated with CFCs that have been mixed with used oil from sources other than refrigeration units.

II.F. Used Oil Training

II.F.1. The Permittee shall train used oil handlers of used oil activities in accordance with R315-15-4 of the Utah Administrative Code and the requirements of this Permit. New

employees may not manage or process used oil without a trained employee present until used oil training is completed.

II.F.2. The Permittee shall follow a written training program. Employee training shall include documentation that the following topics were covered: identification of used oil, recordkeeping requirements and facility used oil procedures for handling, transporting, sampling and analysis, emergency response, spill reporting and personal safety.

II.F.3. Employees collecting and performing field halogen testing shall be trained and shall demonstrate competence in collecting a representative used oil sample and testing for halogens using a CLOR-D-TECT® kit prior to fieldwork if Utah certified laboratory data is not available.

II.F.4. The Permittee shall provide, at a minimum, an annual used oil-training refresher course for employees handling used oil. Additional training is required if the Permittee changes used oil handling procedures or this permit is modified.

II.F.5. The Permittee shall keep training records for each employee for a minimum of three years. Employees and supervisors shall sign and date training attendance sheets to document class attendance.

II.G. Spill Response, Remediation, and Reporting

II.G.1. In accordance with R315-15-9.1(a) of the Utah Administrative Code, the person responsible for the spill shall immediately take appropriate action to minimize the threat to human health and the environment and notify the DEQ Hotline at (801) 536-4123 if the spill is greater than 25 gallons or for smaller spills that pose threat to human health or the environment.

II.G.2. Responders shall take action to prevent a spill from spreading by utilizing absorbent, booms, pads, rags, etc.

II.G.3. Once the material is containerized, a waste determination shall be made to determine the material's disposition.

II.G.4. The Director may require additional cleanup action to protect human health or the environment.

II.G.5. All costs associated with the cleanup shall be at the expense of the Permittee.

II.G.6. Vehicle spill kits shall contain, at a minimum, the equipment listed in Table II.G of this Permit and shall be checked daily prior to collection activities.

II.G.7. The Permittee shall report all relevant information, including the amount of waste generated from cleanup efforts, the characterization of the waste (i.e. hazardous or non-hazardous), final waste determination, and disposal records. The report shall also include actions taken by the Permittee to prevent future spills.

II.G.8. An air, rail, highway or water transporter who has discharged used oil shall give notice, if required by 49 CFR 171.15, to the National Response Center at http://nrc.uscg.mil/nrchp.html, (800) 424-8802 or (202) 426-2675. In addition to the notification above, a written report, as required in 49 CFR 171.16, shall be presented to the Director, Office of Hazardous Materials Regulations, Materials Transportation Bureau located in Washington, D.C., 20590.

Table II.G: Spill Kit Equipment Requirements

Equipment Description	Minimum Quantity
Shovel	1
Broom	1
Buckets	2
Spill Pads	10
Granulated Absorbent	2 ft^3
Boom/oil Socks	1
Spill Plan with Emergency Contact Numbers	1

II.G.9. In accordance with R315-15-9.4 of the Utah Administrative Code, the Permittee shall submit to the Director a written report within 15 days of any reportable release of used oil.

II.G.10. All relevant information including the amount of waste generated from cleanup efforts, the characterization of the waste (i.e. hazardous or non-hazardous), final waste determination and disposal records shall be included. The report shall also include actions taken by the Permittee to prevent future spills.

II.G.11. An air, rail, highway or water transporter who has discharged used oil shall give notice, if required by 49 CFR 171.15, to the National Response Center, at http://nrc.uscg.mil/nrchp.html, 800-424-8802 or 202-426-2675. In addition to the notification above, a written report, as required in 49 CFR 171.16, shall be presented to the Director, Office of Hazardous Materials Regulations, Materials Transportation Bureau located in Washington, D.C., 20590.

II.H. FINANCIAL REQUIREMENTS

II.H.1. Financial Responsibility

II.H.1.a. The Permittee shall be financially responsible for cleanup and closure costs, general liabilities (e.g. public, employees, and contractors) and environmental pollution legal liability for bodily or property damage to third parties resulting from sudden release of use oil in accordance with R315-15-10 through 12 of the Utah Administrative Code.

II.H.1.b. Documentation of financial responsibility, environmental pollution legal liability, and general liability coverage shall be provided to the Director annually for review and approval.

II.H.2. Environmental Pollution Legal Liability

II.H.2.a. The Permittee shall procure and maintain sudden used oil pollution, liability insurance for the facility in accordance with R315-15 of the Utah Administrative Code.

II.H.2.b. The Permittee shall submit documentation of sudden used oil-pollution liability insurance to the Director by March 1 of each reporting year.

II.H.3.c. The Permittee shall notify the Director of any changes to the extent and type of liability coverage in accordance with R315-15-10 of the Utah Administrative Code.

II.H.3. Facility Closure Cost Financial Assurance

II.H.3.a. The Permittee shall establish and maintain a financial assurance mechanism in accordance with R315-15-12 of the Utah Administrative Code to assure proper clean up and closure of the facility.

II.H.3.b. The Permittee shall submit an annual report to the Director, by March 1 of each year that updates closure financial responsibility information, including a yearly cost adjustment for inflation in accordance with R315-15-12.4 and R315-15-11.2(a)(4) of the Utah Administrative Code.

II.H.3.c. The Permittee shall annually review and evaluate the face value of the financial assurance mechanism for closure costs. Permit modifications resulting in changes to the facility's design, storage capacity and processing operations or a determination by the Director that current closure estimates are inaccurate shall require an additional review by Permittee and the Director to determine if an increase is required of the established financial mechanisms.

II.H.3.d. The Permittee shall submit a written update of cleanup and closure costs to the Director for approval within 60 days following a modification that causes an increase in the financial assurance amount required under R315-15-10 of the Utah Administrative Code.

II.H.3.e. Within 30 days of the Director's written approval of the updated closure costs, the Permittee shall provide the Director with documentation of increased closure cost estimates, the type of financial mechanism and the account number in accordance with R315-15-10 of the Utah Administrative Code.

II.I. FACILITY CLOSURE

II.I.1 Implementation of Closure Plan

II.I.1.a. The Permittee shall implement the closure plan in Attachment 2 and evaluate potential impacts of used oil operations on the surrounding soil, groundwater and surface water in accordance with R315-15-11 of the Utah Administrative Code. The Permittee shall be responsible for any cleanup of any used oil contamination that has migrated beyond the facility property boundaries in accordance with R315-15-11(d) of the Utah Administrative Code.

II.I.1.b The Permittee shall implement the closure plan within 90 days after the Permittee receives the final volume of used oil or when the Director revokes the Permittee's Transfer Facility Permit (UOP-0XXX) in accordance with R315-15-11.3 of the Utah Administrative Code.

II.I.1.c. Closure shall include, but not be limited to, used oil storage areas, loading docks, sumps, ancillary equipment and piping and the oil water separator.

II.I.2. Closure Certification

II.I.2.a. Within 60 days of completion of cleanup and closure, the Permittee shall submit to the Director, by registered mail, certification that the facility has been closed in accordance with the approved closure plan. An independent, Utah- registered professional engineer and the Permittee shall sign the closure certification.

II.I.2.b. Additional sampling and remediation may be required by the Director to verify that cleanup and closure has been completed in accordance with R315-15 of the Utah Administrative Code.

II.I.3. Soil and Groundwater Testing

II.I.3.a. Soil and groundwater samples shall be tested for PCBs, Oil and Grease, Diesel Range Organics (DRO), Gasoline Range Organics (GRO), metals, semi-volatiles and volatiles. The Permittee shall submit a Level IV analytical data package with the testing results from a Utah-certified laboratory within 30 days of receipt to the Director for review and approval.

II.I.4. Transfer Facility Decommission and Certification

II.I.4.a. The total task cost estimates for plant decommission and closure certification are identified in Attachment 2. Specific requirements include removal of all used oil and other media from all tanks, containers, piping, pumps, filters and other ancillary equipment.

II.I.4.b. A permitted used oil transporter shall remove used oil to a recycling facility or a waste disposal facility approved by the Director.

II.I.4.c. Rinsate water generated from used oil cleaning operations shall be transported to a recycling facility or a waste disposal facility approved by the Director.

Attachment 1

GENERAL OPERATIONS

Pilot Thomas LOGISTICS

201 N. Rupert St. Fort Worth, TX 76106
817.877.8300 I www.pilotthomas.com

Used Oil Procedures for Transfer Facility

Purpose

Thomas West Fuels, Lubricants, and Chemicals, LLC dba Pilot Thomas Logistics ***(PTL),*** located at 352 West 100 North, Price, UT, 84501 will operate a used oil transfer facility as part of business operations.

Scope

For the purpose of this guidance, transfer facility is defined as a transportation-related facility including loading docks, parking areas, storage areas, and other areas where shipments of used oil are held for more than 24 hours during the normal course of transportation and not longer than 35 days.

For the purpose of this guidance, used oil is defined as: any oil that has been refined from crude oil or any synthetic oil that has been used and as a result of such use is contaminated by physical or chemical impurities. Simply put, used oil is exactly what its name implies—any petroleum-based or synthetic oil that has been used.

As part of business operations, PTL will accept used oil from permitted generators and/or transporters. In addition to used oil, PTL will accept for collection used oil filters and used anti-freeze.

In accordance to 40 CFR 112 and Utah R313-15-2 this site will have an applicable Spill Prevention, Control and Countermeasures (SPCC) plan.

Used Oil Testing and Analysis Procedures

The transfer facility shall test all used oil for total halogen contend prior to taking receipt of the used oil from the generator or transporter to demonstrate that the used oil is not a hazardous waste. Total halogen content will be determined by PTL team members using an on-site field test. Field testing will be performed in accordance with EPA Method SW-846 9077, using the following commercially available test kit, or equivalent brand:

- Dexsil® CLOR-D-TECT 1000, Chlorine Halogen Test Kit

All tests will be conducted in accordance with the manufacturer's directions. Each container of oil received by the facility must be tested individually. If a test

Pilot Thomas LOGISTICS

201 N. Rupert St. Fort Worth, TX 76106
817.877.8300 I www.pilotthomas.com

reveals that the total halogen content is greater than 1000 ppm for any container, the oil will not be accepted.

Storage

The principal place of storage will be inside the site's warehouse. The surface of the warehouse is concrete; it is impervious to used oil. The warehouse will have two vertical above ground storage (AST) tanks for used oil storage. The tank will be in secondary containment and will be positioned off of the concrete floor using 4.5' x 8" steel I-beams (see Appendix B, figure 1 and 2). Being positioned off of the concrete floor will allow the detection of a leak from beneath the tank.

This transfer facility shall not store used oil in units other than tanks, containers, or units subject to regulation under R315-264 and R315-265.

Containers and aboveground tanks used to store used oil shall be:

(1) In good condition, with no severe rusting, apparent structural defects or deterioration.

(2) Not leaking.

(3) Be closed during storage except when adding or removing used oil.

(4) Managed to prevent releases of used oil to the environment.

The secondary containment system, located in the warehouse, is impervious to used oil to prevent any used oil released into the containment system from migrating out of the system to the soil, groundwater, or surface water.

If the concrete floor develops a crack, or other damage that would allow used oil to penetrate beneath the concrete, all efforts will be taken to repair the surface.

Containers and ASTs used to store used oil at transfer facilities shall be labeled or marked clearly with the words "Used Oil."

201 N. Rupert St. Fort Worth, TX 76106
817.877.8300 I www.pilotthomas.com

Loading and Unloading

Because of the warehouse floor, the loading and unloading of cargo tanks will be completed in the warehouse, when possible. In addition, portable containments will be placed under hose connections and pumps to capture any leaks or spills. This procedure will prevent the release of used oil from impacting soil or possible entry to water ways. (See Figure 1, MU # 1)

In the event that the warehouse is unavailable, the loading or unloading will be conducted differently. The truck and cargo tank will park outside, parallel to the warehouse. A hose will pass through a portal in the wall of the warehouse connecting the cargo tank to the container or storage tank. This unloading location is gravel based. This loading and unloading procedure shall be completed by two personnel: one at the cargo tank and pump; the second, at the container or tank. (See Figure 1, MU # 3)

This transfer facility contains an outside bulk loading/unloading rack for fuels and virgin lubricants. The rack is located on a 20' x 80' concrete containment. The containment is capable of holding 4000 gallons. The containment has a drain located at the furthest point down gradient. The drain leads to plumbing to allow drainage outside of the containment. The drain contains a plug to prevent an unintentional release. Additionally, the plumbing at the outside of the containment is equipped with a removable plug as a secondary precaution. (See Figure 1, MU # 2)

Management Unit # 2 will not be used for long term storage of used oil containers. This location is intended for the consolidation of smaller containers, such as drums, to larger containers, such as totes.

Used Oil Filters

PTL will dispose of non-terne (lead free) plated used oil filters as a non-hazardous solid waste when filters are not mixed with hazardous wastes and are gravity hot-drained. "Gravity hot-drained" means drained for not less than 12 hours near operating temperature but above 60 degrees Fahrenheit. A non-terne used oil filter is a container of used oil and is subject to R315-15 until it is gravity hot-drained by one of the following methods:

Pilot Thomas LOGISTICS

201 N. Rupert St. Fort Worth, TX 76106
817.877.8300 I www.pilotthomas.com

1. Puncturing the filter anti-drain back valve or the filter dome end and gravity hot-draining;
2. Gravity hot-draining and crushing;
3. Dismantling and gravity hot-draining;
4. Any other equivalent gravity hot-draining method authorized by the Director that will remove used oil from the filter at least as effectively as the methods listed in R315-15-1.6(b)(1) through (3).

Housekeeping

All efforts to prevent leaks and spill will be taken. During loading and unloading operations, portable containments will be placed beneath pumps and hose connections to capture any leaks or spills. Buckets will also be used to catch any drips. The portable containments (see Appendix B, figure 3) are capable of containing approximately 40 gallons of oil. In the event of a leak or spill, it will be immediately remediated. Any absorbent materials used or contaminated soil will be characterized and properly disposed of at an approved facility.

Other Used Oil Solid Waste

Used oil on rags or other sorbent materials used from cleaning up a leak or spill, will have as much of the free-flowing oil removed as possible. Once the free-flowing used oil has been removed from these materials, they are not considered used oil and will be managed as solid waste as long as they do not exhibit a hazardous waste characteristic and are not burned for energy recovery. Such waste will be characterized and profiled for disposal by a permitted vendor or be disposed of at an approved landfill.

Pilot Thomas LOGISTICS

201 N. Rupert St. Fort Worth, TX 76106
817.877.8300 I www.pilotthomas.com

Recordkeeping

PTL will keep records of used oil received from off-site sources and transported from the transfer facility. This does not include used oil generated onsite from maintenance and servicing operations. These records shall be kept for a minimum of three years and shall contain the following information:

1. Documentation listing the name and address of transporter,
2. Quantity of used oil received;
3. Date the used oil is received; and
4. Volumes of used oil collected by a permitted transporter and the transporter's name and federal EPA identification number.
5. Testing results using an approved testing/sampling method.

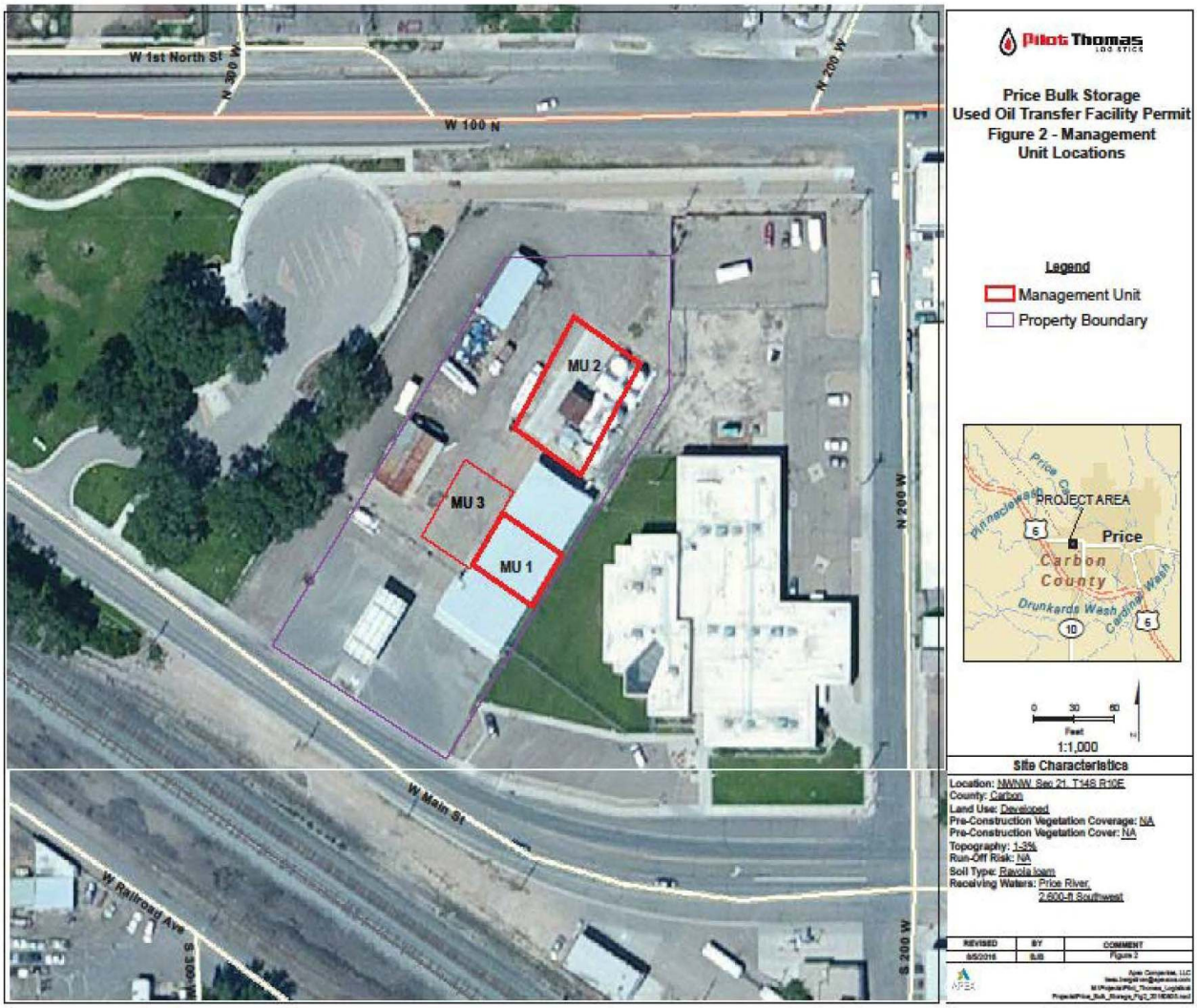
Railcar Operations

For the purpose of this facility, PTL will not utilize railcars. In the event PTL would decide differently, a permit modification will be requested.

201 N. Rupert St. Fort Worth, TX 76106
817.877.8300 I www.pilotthomas.com

APPENDIX A

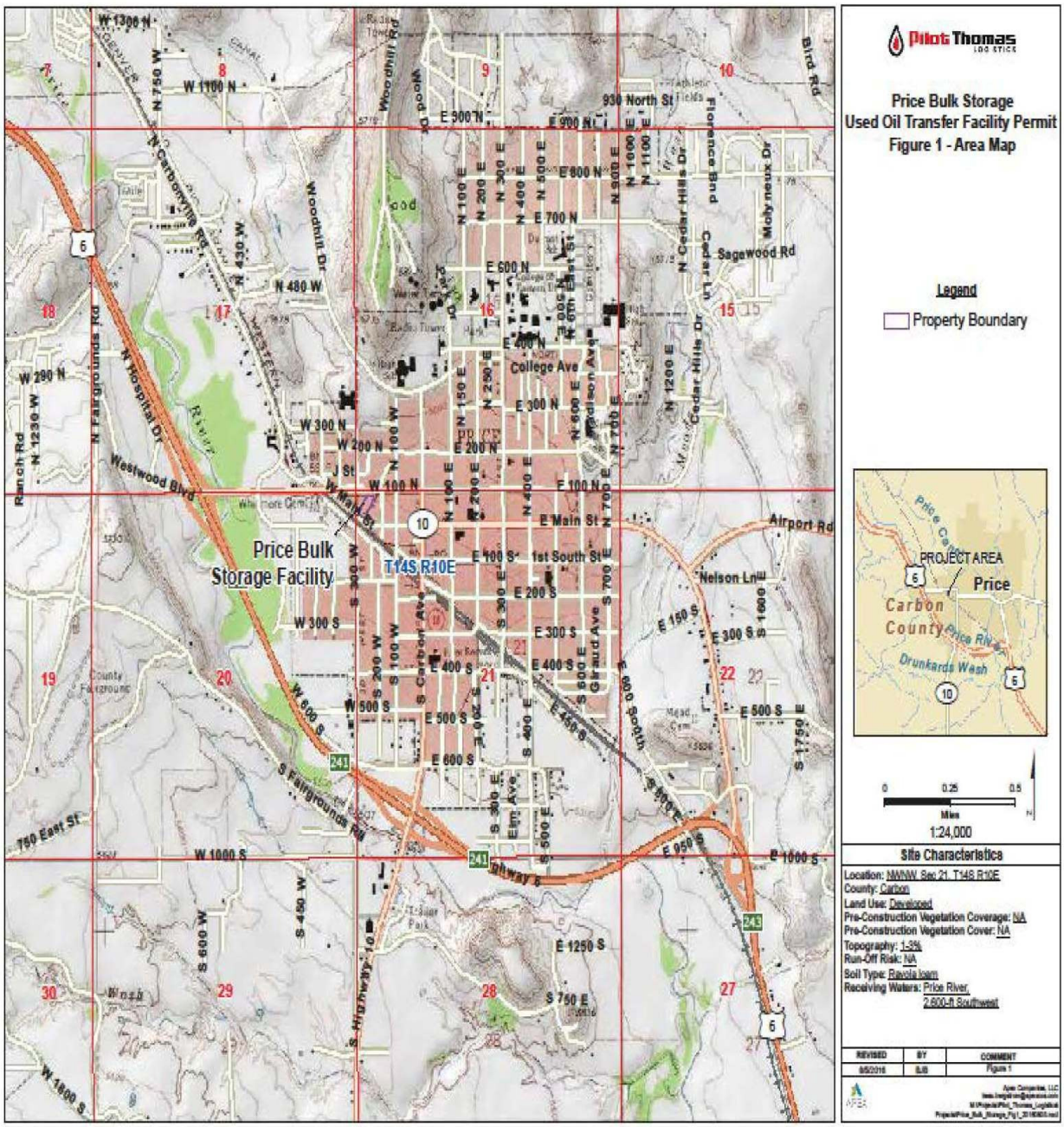
FIGURE 1



201 N. Rupert St. Fort Worth, TX 76106
817.877.8300 I www.pilotthomas.com

APPENDIX A

FIGURE 2



201 N. Rupert St. Fort Worth, TX 76106
817.877.8300 I www.pilotthomas.com

APPENDIX B

FIGURE 1 Elevated Tank FIGURE 2

FIGURE 3 – Portable spill containments and bucket.

Attachment 2

CLOSURE PLAN

USED OIL ABOVEGROUND STORAGE TANK CLOSURE PLAN

THOMAS WEST FUEL LUBRICANTS AND CHEMICALS
DBA PILOT THOMAS LOGISTICS
352 West Main Street
Price, Utah 84501

January 12, 2017

Prepared by:

Apex Companies, LLC
743 Horizon Court, Suite 110
Grand Junction, CO 81506

TABLE OF CONTENTS

FIGURES

1.0 FACILITY INFORMATION

Facility Location
Pilot Thomas Logistics
352 Main Street
Price, Utah 84501

Facility Type
Onshore bulk storage of gasoline, diesel fuel, lubrication oils, used oil and solvents

Date of Initial Used Oil Operation
August, 2016

Date of Current Owner Acquisition
March, 2015

Service Areas
Carbon and Emery Counties, Utah

1.1 Person Responsible for Used Oil Operations at the Facility

Mr. Damien Gordon
352 Main Street
Price, Utah 84501
435-637-0094 (o)
435-823-7560 (c)

1.2 Facility Operator

Mr. Damien Gordon
352 Main Street
Price, Utah 84501
435-637-0094 (o)

2.0 PURPOSE OF THE PLAN

The purpose of this written plan is to:

- Minimize the need for further maintenance; and
- Control, minimize, or eliminate, to the extent necessary to protect human health and the environment, post-closure escape of used oil, used oil constituents, leachate, contaminated run-off, or used oil decomposition products to the ground or surface waters, or to the atmosphere.

The plan is also to comply with the closure requirements of the State of Utah regulations R315-15-11.

The following identifies the protocol and systems Pilot Thomas Logistics will implement to perform partial and/or final closure of the facility.

3.0 CLOSURE PLAN

This plan will be implemented as required under the Utah Administrative Code R315-15-11.2. The Pilot Thomas Logistics (PTL) bulk storage facility consists of a conglomerate of tanks used for the storage of petroleum hydrocarbons. Two tanks are maintained for used oil storage: a 1,500 gallon steel tank and a 2,000 gallon steel tank.

Both tanks will be situated within the bulk storage warehouse, designated as Management Unit #1 for purposes of this plan. The tanks are located within a concrete secondary containment structure in the north half of the building and have been placed on a support structure that allows for physical viewing of the entire tank. The containment is 50 feet long by 48 feet wide, with 5.5 inch high curbing around the perimeter. The tanks are 5/16-inch painted metal and do not have vent lines or piping. The tanks are accessed for filling or extraction using the port at the top of the tank.

Management Unit #2 is the temporary storage and transfer location for drums and totes that will be emptied in to the bulk containers listed above. The totes and/or drums will be placed on a concrete pad that is sloped to southeast prior to transferring to the bulk containers.

The secondary containment areas for Management Unit 1 and 2 will be physically inspected on a regular schedule to ensure that any cracks, seams or other potential exposure pathways are sealed.

Management Unit #3 is the warehouse external filling location. When necessary, the used oil tanks may be filled from a port on the northwest side of the building. When in use, a portable spill containment will be placed under the connections and two PTL personnel will assist with the operation.

As stated above, other virgin hydrocarbon materials are stored on site both within the building and in containers on the exterior of the building, but are not part of the used oil storage or processing. It is not anticipated or required that the facility as a whole will require closure as part of the used oil closure process. Only the used oil areas of management units #1, #2 and #3 are the sections of the facility that require closure under the regulation.

3.1 Management Unit Closure

3.1.1 Bulk Used Oil Storage - Management Unit #1

To initiate closure of Management Unit #1, any liquids will be evacuated from the secondary containment area, if it exists at the time. The surrounding secondary containment system consists of concrete walls with a minimum thickness of 5.5 inches.

The used oil tanks will be evacuated of any residual oils or sludges. The material will be containerized until it is characterized for proper disposal or recycling. After evacuation, the tanks will be inerted and cleaned. The rinsate material will also be containerized, characterized and disposed of in accordance with applicable laws. Once clean, the tanks will be removed from the warehouse and reused or recycled.

Upon completion of the used oil evacuation of the used oil tanks, the secondary containment will be visually assessed to determine if the containment had been compromised. Staining will be

cleaned with solvents to remove residual oil. All solution and rinsate water will be containerized in appropriate containers until it can be characterized for proper disposal.

3.1.2 Used Oil Exterior Temporary Storage and Transfer Area - Management Unit #2

All used oil containers remaining within Management Unit #2 will be evacuated of any residual oils or sludges. The material will be containerized until it is characterized for proper disposal or recycling. After evacuation, the containers will be removed from the containment and disposed of or recycled.

The concrete pad and surrounding soils will be visually assessed. Staining of the concrete containment floor will be cleaned with solvents to remove residual oil and stained materials on the containment bottom will be physically removed. All solution, rinsate water or suspect materials will be containerized in appropriate containers until it can be characterized for proper disposal.

Any soils near the concrete pad or the drain discharge area will be assessed for impacts as described below.

3.1.3 External Filling Area - Management Unit #3

The soils in the vicinity of the external fill area will be visually assessed for impacts as described below.

3.2 Testing and Removal of Oils, Oil Residues and Water

All sample analysis will occur at a laboratory accredited by the State of Utah for the analysis shown below. Unless otherwise specified, analysis will consist of:

- Total Petroleum Hydrocarbons - Gasoline Range Organics (TPH-GRO);
- Total Petroleum Hydrocarbons - Diesel Range Organics (TPH-DRO);
- Total Petroleum Hydrocarbons – Oil Range Organics (TPH-ORO); and
- Benzene, Toluene, Ethylbenzene and Xylene (BTEX).

UDEQ will be contacted prior to sampling and given the opportunity to be present for the sampling.

3.2.1 Management Unit #1

During evacuation of the tank and cleaning of the secondary containment, residual used oil, sludges and rinsates will be analyzed for the above constituents, in addition to pH, reactivity, corrosivity and ignitability. The materials will be stored in compatible containers until analytical results are evaluated and the proper disposal arrangements can be made.

If the evaluation of the secondary containment does not show evidence the containment is compromised in a manner to allow for used oil to have migrated to the surrounding soils, the containment will be left intact. If there is evidence the structure was compromised, a core will be drilled within the containment beneath the former tank location and soil samples will be collected from the surface and four feet below surface. Soils will be analyzed for the constituents listed above in addition to polycyclic aromatic hydrocarbons (PAHs).

3.2.2 Management Unit #2

Upon removal of all totes and/or drums in Management Unit #2, the surrounding soils will be assessed for evidence of impacts. If identified, boreholes will be advanced, either manually with a hand auger, if feasible, or mechanically, with a drill rig. A minimum of one sample will be collected from the end of the drain pipe on the southeast corner of the containment pad and additional sample locations, if deemed necessary, will be determined by an environmental engineer, scientist or geologist or Utah Department of Environmental Quality (UDEQ) personnel. Samples will be transferred from the sampling device directly to sample containers using methods to prevent cross contamination and ensure sample integrity. Samples will be obtained at a depth of 6 to 12 inches below ground surface (bgs), and at a depth of 4 to 6 feet bgs. If groundwater is encountered, water samples will be collected with a peristaltic pump.

Provided analytical results from the soils and groundwater are below the State of Utah cleanup standards, no further action will be necessary. If, however, analytical results exceed thresholds, a Site Investigation Report and Work plan will be submitted to the UDEQ for review and approval. Pilot Thomas Logistics will implement the work plan within 30 days following UDEQ approval. Site closure will be deemed complete upon receipt of a No Further Action letter issued by UDEQ.

3.2.3 Management Unit #3

The soils in Management Unit #3 will be evaluated for signs of staining. A minimum of one borehole will be advanced within the fill area, either manually with a hand auger, if feasible, or mechanically, with a drill rig. Additional sample locations will be determined by an environmental engineer, scientist or geologist or UDEQ, if necessary. Samples will be transferred from the sampling device directly to sample containers using methods to prevent cross contamination and ensure sample integrity. Samples will be obtained at a depth of 6 to 12 inches below ground surface (bgs) and at a depth of 4 to 6 feet bgs. If groundwater is encountered a, water samples will be collected with a peristaltic pump.

3.3 Cost Estimate

The estimated cost for the final and complete closure of management units 1, 2 and 3 is **$35,964**. This cost is based on the following:

Task	Estimated Cost
Oil Removal – 5,150 gallons (2000 gallon tank, 1500 gallon tank and 5-330 totes) @ $0.08/gallon	$ 414
Non-Entry Washout of 1,500 and 2,000 gallon used oil tanks	$ 7,500
Containment cleaning via power washer of warehouse and outside concrete pad. Recovery of wash water	$ 4,000
Rinsate and tank sampling	$ 1,000
Rinsate and tank disposal	$ 5,500
Design and Sampling Plan	$ 2,500
Concrete Cuts	$ 2,000
One Day GeoProbe – minimum of two boreholes	$ 6,000
Environmental Professional Oversight and Sample Collection	$ 4,000
Laboratory Analysis (assumes as many as 5 samples)	$ 3,050
Total Surety Required	**$ 35,964**

This estimate assumes that no samples will require hazardous disposal and all soil samples will be within State of Utah thresholds.

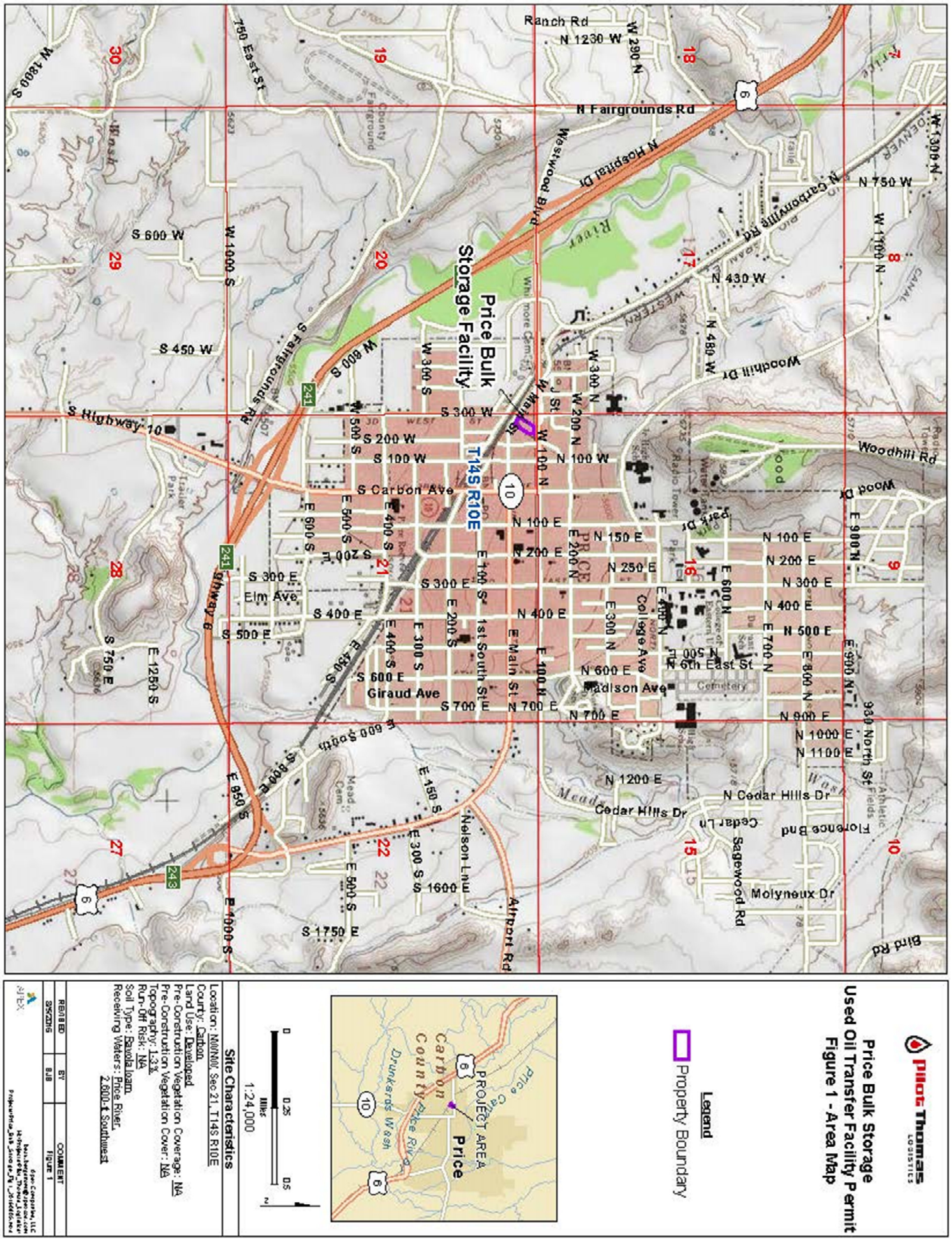
4.0 TIME ALLOWED FOR CLOSURE

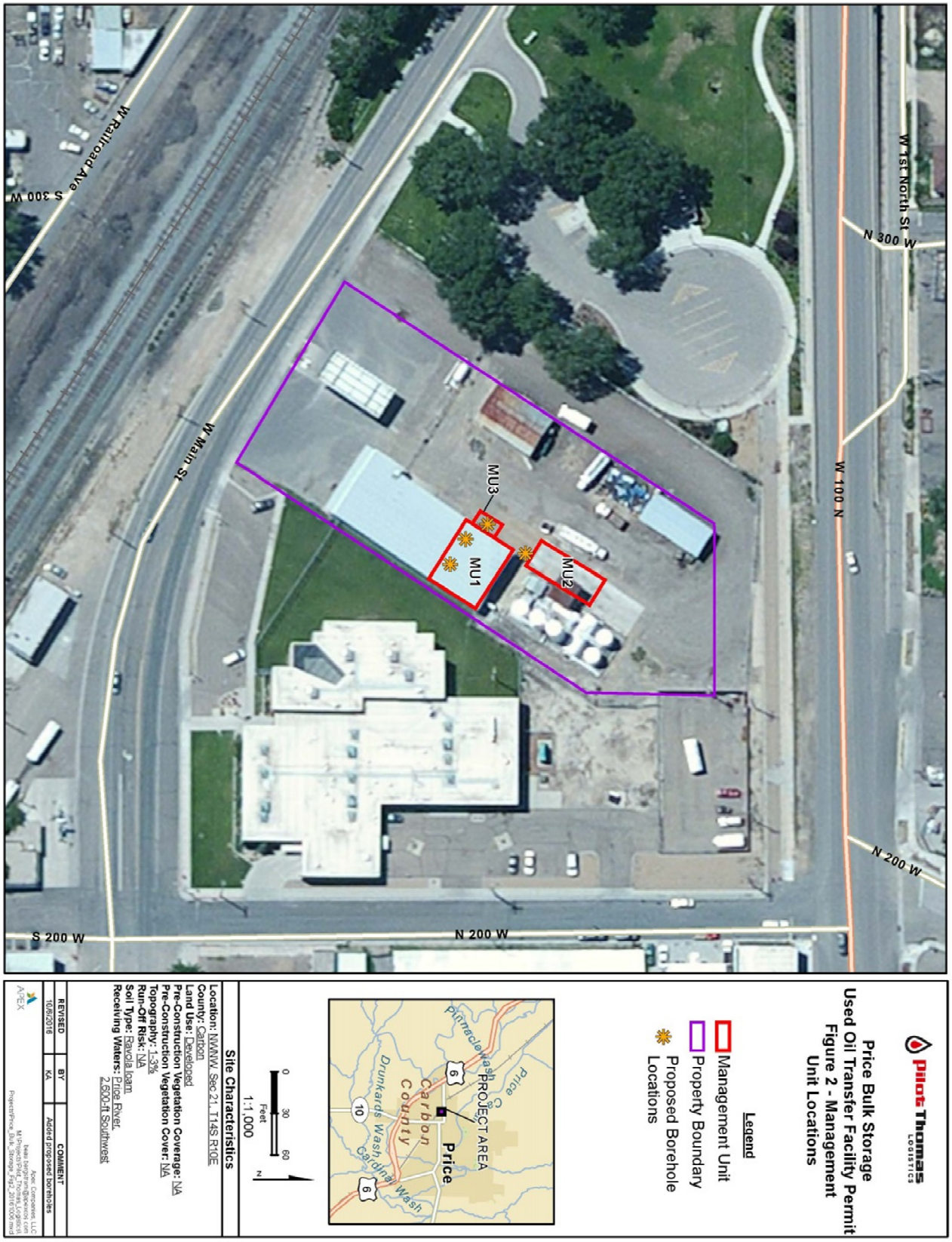
Pilot Thomas Logistics will notify UDEQ of anticipated closure 60 days prior to implementation of the closure plan.

5.0 CERTIFICATION OF CLOSURE

Within 60 days of completion of closure, PTL will submit, by registered mail, a certificate that the used oil facility has been closed in accordance with the approved closure plan. The certification will be signed by Pilot Thomas Logistics management and by an independent registered professional engineer.

FIGURES


Price Bulk Storage Facility
T14S R10E
Pilot Thomas Logistics
Price Bulk Storage
Used Oil Transfer Facility Permit
Figure 1 - Area Map
Legend
Property Boundary
PROJECT AREA
Price
Carbon County
1:24,000
Site Characteristics
Location: NW/NW, Sec 21, T14S R10E
County: Carbon
Land Use: Developed
Pre-Construction Vegetation Coverage: NA
Pre-Construction Vegetation Cover: NA
Topography: 1-3%
Run-Off Risk: NA
Soil Type: Ravola loam
Receiving Waters: Price River, 2,600-ft Southwest


Pilot Thomas LOGISTICS
Price Bulk Storage
Used Oil Transfer Facility Permit
Figure 2 - Management Unit Locations
Legend
Management Unit
Property Boundary
Proposed Borehole Locations
MU1
MU2
MU3
W Railroad Ave
S 300 W
W Main St
W 1st North St
N 300 W
W 100 N
N 200 W
S 200 W
N 200 W
PROJECT AREA
Price
Carbon County
Pinnacle Peak
Drunkards Wash
Cardinal Wash
6
10
0 30 60
Feet
1:1,000
N
Site Characteristics
Location: NWNW, Sec 21, T14S R10E
County: Carbon
Land Use: Developed
Pre-Construction Vegetation Coverage: NA
Pre-Construction Vegetation Cover: NA
Topography: 1-3%
Run-Off Risk: NA
Soil Type: Ravola loam
Receiving Waters: Price River, 2,600-ft Southwest
REVISED
BY
COMMENT
10/6/2016
KA
Added proposed boreholes
APEX
Apex Companies, LLC
Project\Price, Bulk_Storage_Fig2_20161006.mxd

ATTACHEMENT 3

SPILL PLAN

Pilot Thomas LOGISTICS

201 N. Rupert St. Fort Worth, TX 76106
817.877.8300 I www.pilotthomas.com

Response to Releases

Upon detection of a release of used oil the following cleanup steps will occur:

1. Stop the release;
2. Contain the released used oil;
3. Clean up and manage properly the released used oil and other materials; and
4. If necessary, repair or replace any leaking used oil storage containers or tanks prior to returning them to service.
5. A PTL team member will notify the Utah State Department of Environmental Quality, 24-hour Answering Service, 801-536-4123 for used oil releases exceeding 25 gallons, or smaller releases that pose a potential threat to human health or the environment.

Spill Kits are readily available. Spill kits include three 4' booms, package of absorbent pads, and 50 lbs. granulated absorbent, such as Oil Dry.

Emergency Action Plans

PTL has made available site specific Emergency Action Plans. The plans are posted in the office located at the entrance to the facility.

Pilot Thomas LOGISTICS	SIMONS PETROLEUM LLC	PETROLEUM TRANSPORT LLC	Doc No:	
	THOMAS WEST FUELS LUBRICANTS & CHEMICALS LLC		Initial Issue Date	12-7-15
	THOMAS FUELS LUBRICANTS & CHEMICALS LLC		Revision Date:	
Emergency Action Plan			Revision No.	
			Next Review Date:	
Issuing Department: Environmental Health and Safety			Page 1 of 5	

EMERGENCY ACTION PLAN

PURPOSE

Pilot Thomas Logistics (hereinafter referred to as The Company), is committed to the safety and health of our employees. Each Company vehicle shall have a written Emergency Action Plan, in order to respond to an emergency that may include accidents and spills.

Each Emergency Action Plan shall be prepared to reflect all known probable emergency conditions which may arise from within the workplace and from adjacent workplaces, the minimum of which will include vehicle accidents, spills, or other emergencies.

The emergency action plan must be available to all employees to review. An emergency action plan must be in writing, kept in the vehicle and available to employees for review.

POLICY

Emergency Action Plans shall be established, implemented, reviewed, maintained and updated annually in conjunction with:

- Customer emergency services department requirements
- Safety staff and management

Emergency Procedures shall be discussed with all new/transferred personnel upon arrival for assignment.

The plan shall be reviewed when conditions warrant and should be used for routine and non-routine emergencies as well as changes in operation, and products or services which warrant new emergencies situations.

Reviewing with Employees

A review of the emergency action plan should occur with employees:

- When the plan is developed or the employee is assigned initially to a job
- When the employee's responsibilities under the plan change
- When the plan is changed

Following an Accident or Spill

The Emergency Action Plan must include procedures following an accident and/or spill. An Emergency Action Plan must include at a minimum procedures for accidents or spills, including type of responses and notification assignments to include:

- In the event of an accident, call 911 or other emergency number to report accident
- The State Police and local Fire Departments should be immediately contacted for traffic control and hazard prevention. This may not be necessary for an off road incident where there is little traffic. However, the State Police should always be called to investigate a traffic incident
- The driver or employee involved should immediately contact their respective Operations Manager /Plant Manager/Coordinator/Supervisor for further assistance or instructions. When on a customer site, their personnel should also be notified
- The Coordinator/Supervisor of the facility/Operation or their representative will immediately contact the Area EHS Manger or designated representative. If Area EHS Manager or designated representative cannot be contacted call Area EHS Manager or Regional Vice President
- It is imperative that the Area EHS Manager or other designated member of management travels to the accident site immediately. He or she should always assume the worse and be prepared for a spill. He or she should dispatch a truck immediately with equipment available at our bulk plant facilities. Every effort should be made to visit the site as soon as possible and to arrange for back up transportation equipment to off-load the wrecked vehicle or ruptured tank, etc.
- The onsite manager or Company representative should report as soon as practical to the Area EHS Manager any spill or any injury to the Area EHS Manager. If it is unclear whether a spill has occurred, he should report this fact as well. Again, be prepared for the worst. The Manager on site should also attempt to locate adjacent streams and/or other water sources. Utilities and other structures such as culverts that could rapidly transport petroleum products from the spill site
- Every effort should be made to contain the release and minimize the impact at the spill site. This can be accomplished with a variety of equipment items available at our bulk plants. On scene assessment will allow you to determine if outside services i.e. Vac truck, dozer, backhoe, etc. would be required. Local resource options should be weighed as well. However, no attempt should be made to move the wrecked vehicle or to extract petroleum products from the vehicle until all safety precautions have been taken including disconnecting adjacent utilities for explosion, traffic control, and spill prevention plan downstream in the event of a major rupture. It may be necessary to wait several hours until a spill program can be put in place prior to the evacuation of the tank. Conversely, it may be necessary to evacuate the contents immediately to prevent other more serious consequences, especially with gasoline. Common sense must prevail in this situation. You may also be instructed by the DEP, DEQ or DNR officer on site if they have arrived at the scene.

Hazardous Material Notification Emergency Response Procedures

The following sequence of calls must be made following an incident:

1. Local Operations Manager
2. Area EHS Manager
3. The Area EHS Manager, or designee, will then notify proper authorities, senior management and personnel required to assist in incident management
4. A Wrecker Service to retrieve the equipment should be called from the local area if the damage and condition of the equipment requires a tow/haul. Order the wrecker service only when ready to move the equipment to avoid wait charges
5. Outside Contractors/Spill Recovery Team - the decision to use an outside organization will be coordinated by the EHS/Operations Team if the scope of work is beyond our Spill Team's capabilities. All outside contractors must be pre-approved by the EHS Team

The Manager investigating the site should attempt to stay in contact with the Area EHS Manager as much as practical to keep everyone informed.

Mitigation / Remediation

All facilities are required to maintain, at the ready, equipment and supplies needed to respond to a spill.

Spoils are to be drummed or pumped into totes. Solid waste is to be drummed or stockpiled on the plastic sheeting. Care should be taken to ensure all stock piles are located high on a well-drained area, boomed and securely covered with the sheeting. Label all drums!

Upon arrival, in addition to stopping the flow, actions should be taken to protect all drains, downstream exposure and aquifers with secondary booms.

Attempt to clean-up and restore the site to "as before" condition, removing all drums and totes as soon as possible.

Inventory controls require that you document any resale gallons lost and inform Inventory Control Specialist. Additionally this information is required by regulatory agencies and our insurance carriers.

Media Response Plan

In the early stages of an emergency, you may be questioned by a Media Source. Please direct all media questions to one of the following individuals:

Trey Quinn, Senior VP and Chief HR Officer: 817-877-8337

Bill Woolsey, VP of EH&S: 405-406-3890

Employees must not be interviewed by anyone unless the Legal Department has given prior approval. In most cases the Legal Department will have an attorney present for such interviews.

Note: If after personnel have received approval for an interview from the Legal Department and another party's attorney appears unannounced, you should politely adjourn the interview until the Legal Department can be contacted. Personnel must not give any work related interviews, affidavits, written or recorded statements, or depositions without the express approval from the Legal Department.

In the case of interviews of employees by non-attorneys, (law enforcement, government officials, media, etc.) you must inform the Legal Department before the interview. If the interview is taped or videotaped, you must request a copy of the tape. If the interview is reduced to writing, you must ask for a copy of any notes or statements taken. This procedure is to avoid information being misrepresented.

All media requests should be referred to the Senior Vice President & Chief Human Resource Officer. Unless requested to do so by the Legal Department, other Company personnel are not to give interviews or make statements to the media. Management prefers that families of personnel involved in an incident receive initial notification from a COMPANY representative and not the media.

In the early stages of an emergency, you may have to converse with the media. If this happens to you...

Do:

- Confirm there is an incident and briefly summarize its nature
- Be as cooperative as possible
- Give the reporter only facts, using non-technical, un-dramatic brief statements
- Express compassion to those employees, neighbors, etc. affected by the incident
- Focus on providing positive, responses, expressing our commitment to managing and investigating the situation
- Assure reporters that new information will be given when available
- Keep a log of all calls, listing the reporter's name, phone number and media affiliation
- Give all reporters the same information

Do Not:

- Speculate on anything. Especially the cause or financial impact
- Assess blame, admit guilt or accept responsibility for the incident
- Go "off record" with the reporter
- Overreact or exaggerate the situation
- Let a reporter state an inaccuracy without correcting it
- Argue with a reporter
- Discuss identities or medical conditions of injured or missing

TRAINING

Training shall be provided to all affected employees on their role when the Emergency Action Plan is implemented. Training shall be documented. Training shall include:

- All employees must be given adequate instruction in the fire prevention and emergency accident and spill procedures applicable to their workplace.
- All personnel shall receive a review/update orientation at least annually, or whenever any new/revised information is to be provided.
- Employees expected to perform duties under the Emergency Action Plan will be trained prior to assuming their roles. This will include simulated accident and/or spill exercises and regular retraining, appropriate to the type of accident and/or spill commonly seen, and training records must be kept.

Attachment 4

TRAINING PLAN

201 N. Rupert St. Fort Worth, TX 76106
817.877.8300 I www.pilotthomas.com

Training

PTL team members must participate in a training session to discuss proper handling and proper response to spills of used oil. Other topics of training will include, but are not limited to:

1. Cradle to grave documentation
2. Field testing oil for halogen content using the approved sampling method
3. Spill prevention
4. Emergency Response Plan

The used oil training is in addition to the SPCC training and will be completed annually. Documentation of the training activities must be maintained as defined in the SPCC Program.

Training records will be maintained at the corporate office.